

St Daigh's N S Substance Use Policy

Scope of Policy

This policy applies to students, teachers, auxiliary staff members, users of the school premises, visitors, i.e. every person who enters the building. It is applicable during school-time – including breaks and to ALL school related activities. It applies to the school building and grounds and to any area where a school related activity takes place, e.g. School Tour.

Aims of Policy

The aim of the substance use policy of St Daigh's N S is primary prevention. We aim to protect our pupils from the harmful effects of substance misuse and try to prevent them from using tobacco, alcohol, solvents and illegal drugs. We aim to develop in our pupils' better self-esteem, through providing a positive school climate and atmosphere and through giving our pupils age appropriate information from educational programmes.

Rationale

Why is this policy necessary?

The world in which we live presents young people with many challenges, which affect their health and well-being. Exposure to alcohol, tobacco and drugs is part of this reality. Schools need to reflect upon how they might provide for the needs of their student cohort and respond appropriately to what are sometimes sensitive and emotive issues.

The Education Act 1998 provides that schools should promote the social and personal development of students and provide health education for them. The National Drugs Strategy '*Building on Experience*' is now government policy and it requires schools to have a substance use policy in place. The recent report from the National Advisory Committee on Drugs entitled '*Drug Use Prevention*' (November 2001) underlines the importance of schools developing substance use policies.

The school authority in St Daigh's N S has a moral and legal obligation to ensure compliance with the criminal law.

Policy Content

Management of Alcohol, Tobacco and Drug Related Incidents

During school time, the Board of Management of St Daigh's N S believes that young people are most at risk in relation to substance use in recreational areas of the school site, on the way to and from school and at out of school related activities supervised by staff members of St Daigh's N S.

Incidents relating to alcohol, tobacco and drug use are addressed in the school's Code of Behaviour as Serious Misbehavior and pupils may be suspended or expelled if involved in any alcohol, tobacco or drug related incident.

The school's shared understanding of a 'drug related incident' is:

- Any unusual or unbecoming behaviour resulting from intake or use of alcohol, tobacco or illegal drugs
- The sale or passing on of any illegal substance,
- The possession of alcohol, tobacco or illegal drugs on school grounds or at school related activities
- Disposal of drugs or related items (e.g. syringes) found on school property.

The reporting procedure for such incidents is:

Step 1: Witness to drug related incident informs teacher/staff member/Principal

Step 2: Principal inform parents/guardians

Step 3: Principal informs Chairperson of Board of Management

Step 4: Gardaí informed depending on seriousness of incident

Step 5: Area HSE informed for disposal of items

Parents/guardians will be involved by accepting the school's Code of Behaviour. They will be informed of an incident involving their own child and will be asked to accept responsibility, co-operate with the school authorities and with the Gardaí if necessary.

Parents/guardians will be involved in incidents involving another child only if deemed necessary by the school authorities; if parents/guardians are aware that another child is involved in drug-related incidents under the scope of this policy they should inform the teacher, Principal or a Board member.

The role of the Board of Management is to:

- Ratify this policy
- Implement this policy
- Monitor and evaluate it
- To sponsor/provide training for staff members
- Make decisions involving critical incidents
- To deal with the media in the event of a critical incident.

This policy puts the following procedures in place to deal with an incident requiring medical intervention:

‘Universal Precautions’ will be applied; e.g. wearing of proper protective gloves etc., washing and making safe an area after an incident; provision of a yellow bin to dispose of needles or other unsuitable appliances

First Aid training has been given to a staff-members. St Daigh’s N S Health & Safety officer, Linda Carey is a qualified nurse and Sandra Cumiskey, Deputy Principal, has completed an occupational first aid course. The local Doctor’s Surgery is called the Carrickmacross Group Practice, telephone number, 042 9663233. Cf. First Aid Policy for a list of trained first responders

Copies of all relevant phone numbers are appendixed (see Appendix 1).

The Board of Management has in place a ***Critical Incident Policy***. Cf. ***St Daigh’s N S Critical Incident Policy***

The school has established an excellent rapport with the local Garda station and will invite representatives from the local Garda station to speak with senior pupils. Whether or not to inform the Gardaí of minor incidents will be at the discretion of the Principal and the Chairperson of the Board of Management, but they will be involved in any serious substance abuse incidents.

At local level the following support agencies are available to which students involved in substance misuse might be referred: (relevant telephone numbers listed as per Appendix 1 attached)

N.A. (Narcotics Anonymous)

Child Care & Family Support Services

Drug Education Officer

Drug Helpline

1800 341 900

Juvenile Liaison Officer

Community Garda

In the event of media interest in relation to a ‘drug related incident’, the matter will be referred to the Board of Management and the Chairperson will issue a prepared statement to the media.

Management of Persons in the Workplace Under The Influence of Drugs And/or Alcohol

The Board of Management shall ensure, so far as is reasonably practicable, that pupils and other persons in the workplace are not exposed to risks to their safety, health or welfare from persons under the influence of drugs and/or alcohol. The term “in the workplace”, in the preceding sentence includes all school related activities taking place under the supervision of a teacher, with the Board’s approval, and both within and away from the school premises. Every school employee shall, while at work, ensure that he or she is not under the influence of an intoxicant as required by Section 13 of the Safety, Health and Welfare at Work Act, 2005. Should the Principal and/or Deputy Principal have reasonable grounds to believe that a staff member is unfit for work, due to being under the influence of an intoxicant, the Principal and/or Deputy Principal shall ask that person to remove him/herself from the workplace, in the interests of the safety, health and welfare of the employee and others. In the case of employees who are at work under the influence of an intoxicant, disciplinary procedures may be implemented.

Should the Principal and/or Deputy Principal have reasonable grounds to believe that an employee of any contractor is unfit for work, due to being under the influence of an intoxicant, the Principal and/or Deputy Principal shall ask the contractor to remove his/her employee from the workplace.

If a member of staff has reasonable grounds to believe any person, other than a staff member or employee of a contractor, is unfit to be on the premises, due to being under the influence of an intoxicant, the staff member shall report his/her belief promptly to the Principal and/or Deputy Principal, who shall ask that person to remove him/herself from the workplace.

If a member of staff has reasonable grounds to believe that a parent/guardian or adult collecting a pupil from school or presenting themselves on the premises for another reason is unfit to be on the premises or to take care of the said pupil, the Principal and/or Deputy Principal will be informed and the duty of care will apply to the pupil and staff. All necessary steps will be taken to protect the pupil and staff and safeguard their best interests.

In the event that a staff member or any other person, referred to above, refuses a reasonable request to remove him/herself from the premises, the Principal and/or Deputy Principal may call the Gardaí to forcibly remove the person in question.

The Board of Management acknowledges its responsibility in promoting the welfare at work of teachers. An Employee Assistance Service (telephone: 1800 411 057 or e-mail: eas@vhics.ie) is available to teaching staff. In the event that substance abuse appears to be adversely affecting the performance and/or attendance pattern of any member of the teaching staff, the Board of Management may request such staff member to contact the Employee Assistance Service.

The Board of Management also acknowledges its responsibility in promoting the welfare at work of all other staff members. In the event that substance abuse appears to be adversely affecting the performance and/or attendance pattern of any member of the non-teaching staff, the Board of Management may request such staff member to seek counseling or other professional intervention.

All incidents, relating to the presence of persons at school, under the influence of an intoxicant, shall be recorded and reported as soon as possible to the Board of Management.

The Board of Management shall consider all such reports and decide on the appropriate action to be taken in the circumstances of each particular case.

Implementation

Copies of the policy were distributed to Board of Management members for ratification. When ratified and amended, copies were given on request:

All staff members

Parents' Association

Committee members

School Community

Copies of this policy are available upon request.

Timeframe

This policy in was revised in October 2021 On request it will be circulated to staff members, parents, guardians and Board of Management. It will be published on the school website. The next review will be held October 2022 and procedures will be reviewed annually each October.

Monitoring and Review Procedures

A record will be kept in school of all substance use incidents. A **Drugs' Formation Policy Committee cf. Appendix 2 below** may be set up if required to monitor and review procedures each year. A copy of this policy will be issued to all staff members and a reminder of its contents will be given at a staff meeting in the first term of each year. The Principal has agreed to take responsibility to monitor procedures annually and ensure they are being adhered to.

Ratification of Policy

This policy will be reviewed by the Board of Management annually.

This policy was adopted by the Board of Management on 20th October 2021

Signed: *Michael Mc Ardle*
Chairperson of Board of Management

Signed: *Terence Mc Mahon*
Principal

Date: 20/10/2021

Date: 20/10/2021

Date of next review: October 2022

Appendix 1

Important Contact Numbers

Carrickmacross Group Practice (Doctors) 042 9663233
Drugs Advisory Treatment Centre Board 01 6488600
Trinity Court, 30/31 Pearse Street, Dublin 2
e-mail: info @dtcb.ie

Drugs & Alcohol Services:

www.drugs.ie

Monaghan Drug and Alcohol Service, Teach na Daoine, Family Resource Centre, Oriel Way, Monaghan 047 75528

Narcotics Anonymous Ireland (Monaghan) 01 6728000
na-Ireland.org

HSE www.hse.ie

HSE Drug and Alcohol Helpline 1800 459 459

HSE North Louth Drug Outreach & Counselling Service
042-9394010/9396866

Childline: www.childline.ie

APPENDIX 2

Substance Use/Drugs' Formation Committee:

- Principal, Deputy Principal, Assistant Principal